

UNF Safety Council Minutes
September 17, 2007

1. Members Present: Cindy Nyquist, Richard Crosby, Tammy Oliver, Robin Rutledge, Steve Shedd, Matthew Taylor, Elinor Scheirer, Ann Hoover, Judy Vaesa, and Jasmine Butler

Staff Present: Garry Clay, EH&S; Myron Kelly, Physical Facilities

2. Announcements:

No changes were made to the minutes for the last meeting.

3. Status Reports

a. Environmental Health and Safety

State Fire Marshall Report

Only three discrepancies remain open from this report: notification of the Fire Department each time a fire alarm is activated on campus, administrative offices in Building 2 used for storage, and accumulation of combustibles in a work area.

Accident in Chemistry Lab

The facts and prevention information regarding a recent accident in a Physical Chemistry Lab (Bldg 50) was related. The accident is hypothesized to be the result of defective equipment although the equipment is new. All lab participants were following prescribed safety procedures and no injuries were sustained.

Use of AEDs

Environmental Health and Safety has received inquiries regarding the use and distribution of Automated External Defibrillators (AEDs) on campus. Currently, Medical Services, UPD and athletic trainers use AEDs. EH&S is studying issues relating to the use and distribution of AEDs. The Council discussed pros and cons and recommended that the issue continued to be studied and that such an issue would be ideal if an Emergency Management Specialist is hired for UNF in the future.

b. Physical Facilities

Reclaimed Water Irrigation

The reclaimed water irrigation system and appropriate signage is in place at this time.

Aerial Lift Safety Training

The Physical Facilities Department completed safety training for the use of aerial lift equipment for all affected department employees during the last week.

c. University Police Department

Enforcement of Skate Board and Bicycle Policy

The University Police Department will step up enforcement of the current policy for the use of skateboards and bicycles on campus. UPD has issued warnings to violators during the past two weeks and has engaged in an information campaign to make students aware of areas where skateboards and bicycles are permitted and prohibited. A proposal to ban skateboards etc. in the core campus was discussed but concerns were raised. Thus, the Council decided to table the proposal until it is determined if the enforcement works.

4. Subcommittee Reports

a. *Disabled Safety* – No Report

b. *Personal Safety* – No Report

c. *Traffic Issues Subcommittee Report*

Road Closure

The Traffic Subcommittee has recommended closure of the road in front of the Child Care Center. Increased numbers of vehicles accidents in this area prompted the recommendation. **A unanimous recommendation was made by the Safety Advisory Council to proceed with closure of this road.** The issue may be revisited later after a campus-wide traffic study is completed.

Arena Traffic – Rear Area

Discussion was conducted regarding traffic on the east side of the Arena (between UNF Drive and the rear parking lot). The area can be dangerous for employees who access the dumpsters and other equipment located across the roadway. **A recommendation was made by the Safety Council that warning signs should be installed along the driveway and that UPD should be contacted to patrol the area periodically.**

5. Old Business

Revision of Current Skateboard Policy (Prohibited Use of Non-Motorized Vehicles)

This issued was tabled to allow the UPD to increase enforcement of the existing policy before any suggested changes were recommended.

6. New Business

Emergency/Crisis Management

The Council discussed the need for a dedicated position to manage Emergency and Crisis Management issues for the campus. The council agreed that these issues were no longer a matter for offices such as UPD or EH&S, but should be managed by a separate office which specializes in emergency operations. The Council expressed its support of a

proposal to include the creation of this new position in future budget recommendations and will do what is necessary to help create this position.

Emergency/Crisis Communications (ECC) Subcommittee

The ECC is considering several issues regarding crisis communications for the campus. The committee has met with the Emergency Management Office for the City of Jacksonville to partner with that office in developing a system for UNF to perform mass telephone contact with the university community. Additionally, the committee is evaluating the existing public address system for campus buildings for possible upgrades to include possible sirens and voice systems in parking lots. Systems that would allow the lock-down of classrooms from inside the room as well as lock-down systems for campus buildings are also under consideration.

Skateboard Park Issues

The Council discussed the campus skateboard park. The Council was informed that some break-ins had occurred and that unauthorized users are sometimes found at the site. There was consensus that the UPD should always be contacted when evidence of a break-in is discovered or unauthorized users are at the site. Proper signage is in place.

Campus-Wide Inquiries

The university community has been asked to submit any safety issue that they feel need the attention of the Safety Advisory Council. The Chair distributed copies of issues to respective council/office representatives for resolution.

The next meeting of the council will be on October 29, 2007 at 1:30pm in the President's Meeting Room.

There being no further business to discuss, the meeting was adjourned.